

## Information Technology Advisory Board

JULY 23, 1997  
MEETING MINUTES

### ATTENDEES:

Lew Davison, Chairman	Sean Curry	Chris Mertens	Don Slinkard
Meryl Atterberry	David Finch	Lyndon Mode	Jim Simmons
Joyce Backes	Jan Grecian	Don Lloyd	Tom Snodgrass
Jon Beck	George Hagedorn	Paul Peterson	Bruce Vieweg
Rich Beckwith	Gina Hodge	Rex Peterson	Mike Wankum
Mike Benzen	Russell Helm	Richard Pierce	Gaylord Ward
Matt Blotevogel	Rita Kerperin	Cindi Rutherford	Rise' Williamson
John Bluma	Jim Latteman	Jim Schutt	

### OPENING REMARKS

Lew Davison, Chairman, called the ITAB meeting to order at 8:30 a.m. on July 23, 1997 in the Interpretive Center, Office of the Secretary of State, 600 West Main Street, Jefferson City, Missouri. He mentioned that Sean Curry of the Office of the Attorney General is attending his last meeting as the representative from the Attorney General's office and invited all present to attend a luncheon in his honor at Johnny's. On behalf of the entire group, he wished him well in his new position.

Lew then welcomed everyone to the meeting.

### APPROVAL OF MINUTES

1. Approval of the June 25, 1997, Information Technology Advisory Board Meeting Minutes

Lew asked for additions, deletions or corrections to the June 25, 1997 ITAB meeting minutes. Bruce Vieweg made a motion, seconded by Gina Hodge, that the minutes be approved as written. The motion was unanimously approved.

ACTION REQUIRED: None.

### GENERAL BUSINESS

1. CIO Update (Mike Benzen)

Mike presented the CIO update as follows:

1. Gateway - Mike reported we have now moved to the E-line of machines from the "household" line. Thus far he has not received any negative comments on this move.

- 2 The Governor will be attending the August meeting. First the Governor will be touring the Consolidated Data Center with the Steering Committee members who have been involved in the data centers consolidation. This will be followed by the Governor's attendance at the ITAB

meeting where he will make a brief presentation. The August meeting has been moved from the Interpretive Center to Room 750 of the Truman Building.

ACTION REQUIRED: None - informational.

## 2. Software Standard (Chris Wilkerson)

Mike reported the results of the June 13 meeting have been published and sent to all ITAB members. Chris has agreed to take this material to his Software Standards committee to review. His Committee will then decide the next step.

ACTION REQUIRED: Software Standards Committee will review results of June 13 meeting.

## 3. Year 2000 (Cindi Rutherford)

Mike reported when we requested funding for the year 2000 project, the budget office chose to investigate the source of funds. He now has funds from various sources: federal, revolving, specific title funds from various agencies funds, etc. There is an appropriation to Information Technology that covers software tools, training, and project overhead. He will be spending funds out of the various accounts for these purposes and alerted the agency representatives that Information Technology will be spending funds from their accounts.

Cindy reported she is still working on cost centers. These should be set up within the next several days and information mailed out to the participating agencies. She is continuing to work on setting up policies and procedures. She also reported Anderson has sent a letter to each agency to confirm their expectations for the use of their resources so they can complete their staffing plan.

ACTION REQUIRED: None - informational.

## 4. Data Center Consolidation (Gerry Wethington)

No report this month. A meeting is scheduled for Friday afternoon.

ACTION REQUIRED: None

## 5. Prime vendor (Larry Seneker)

Mike mentioned a 3 1/2 day work session has been scheduled in August with GE Capital, OA Purchasing, representatives from various state agencies, and his staff to work on five specific areas including their web page and the 800 service.

Mike also reported he has not had any negative comments regarding prime vendor since his meeting with G. E. Capital last month. He personally has seen a tremendous improvement.

However, several agencies voiced they were experiencing problems in working with G.E. Capital's new ordering system. Mike will meet with these agencies on an individual basis to discuss the problems. If anyone else has any additional comments, please provide Mike a note.

ACTION REQUIRED: Work session in August. Comments to Mike on problems with GE Capital.

## 6. MAN Project Update (Gail Wekenborg)

Mike reported a general meeting with the people involved in the MAN project was held several weeks ago. We are trying to work with Sprint to improve pricing. There is no progress to report since that meeting.

Lew reported a follow-up meeting was held with the agencies, who have committed to have connections installed in certain locations, to discuss the router issue. We have asked Sprint to prove their concept. At present, we are waiting for Sprint to get back with their demonstration.

**ACTION REQUIRED:** Informational - now waiting for Sprint to provide proof and schedule a meeting.

#### 7. Personnel Committee (Joyce Backes)

Joyce provided an update on the Information Technology Coalition meeting held last week. Aptitude tests were given to interested parties and scores were very high. We are presently informing the people of their scores and how they ranked in the information technology area.

The Information Technology Coalition is also working with KRCG-TV to produce a 2-3 minute video geared to students in High School, as well as 30-second public service type announcements. This should be completed sometime in September. She will try to have it available for the September meeting.

She also mentioned a request was received for a full time Teacher at Columbia College. This request has been passed on to each department. They are in need of a teacher to work part-time to teach a class in the technology area.

The Classification Subcommittee is continuing work on classification requirements, etc. and should be ready to present their product soon.

Joyce also reported that by now everyone should have received a notice of a meeting scheduled for August 8 in the Interpretive Center to take a look at the testing instrument. She encouraged attendance.

Jim Simmons distributed a draft copy of the recruiting manual. He briefly explained its contents and purpose. Once it is approved, it will be also be placed out on the Internet. They are seeking additional universities to add to the contract list. It will be used by recruiters, etc. Everyone was very complimentary of how well the manual was written.

**ACTION REQUIRED:** None - Informational.

#### 8. Information Technology Education Advisory Committee (Jim Roggero)

Jan Grecian reported the Information Technology Education Advisory Committee has developed its policy recommendations relating to a State Education Center. A copy of these recommendations will be distributed with the minutes of this meeting. She asked the Committee to review and be prepared to discuss at the next ITAB meeting.

Jan also reported the survey, discussed by Terry Showers at our last meeting, relating to on-site computer training in remote areas outside of Jefferson City, will be distributed shortly. She asked that it be completed and returned at an early date. She also reported they are in the process of trying to update the technology inventory. Once completed it will be placed out on the web page.

**ACTION REQUIRED:** Recommendations will be distributed with minutes and discussed at the next ITAB meeting.

#### 9. Internet/MOREnet (Bill Mitchell)

Dave Finch gave a brief update on the status of bringing more bandwidth on interstate and intrastate into Missouri. Jefferson City will be a hub site. There will be three DS3s coming into Jefferson City from three different points in the state. They will also be dropping a DS3 internet connection here in Jefferson City. The state will be getting up to 10 megabit access from the

backbone. The equipment has been ordered from state contract and should be available in August or September. There will be an 8 megabit connection in the State Data Center.

ACTION REQUIRED: None - Informational

10. Statewide Purchasing Update (Larry Seneker and Cindi Rutherford)

Cindi indicated she had nothing to report at this time.

11. Network Consolidation Study (Mike Benzen)

Mike reported he is aware that a draft of the Network Consolidation study is published. He does not have a copy of it as yet.

ACTION REQUIRED: None - informational.

12. E-Mail Reporting (Larry Seneker)

No report this month.

13. ITG (David Finch)

David reported the Committee is working on draft policies. John Stevenson will be the new Chairman when this office changes.

ACTION REQUIRED: None - informational.

DISCUSSION ITEM

1. Agency System Demonstration - MoDOT Time and Crew Reporting System with Impromptu Query - Bob Myers, Tier Technologies.

Lew mentioned Bob Myers will demonstrate the new MoDOT Time and Crew Reporting System that was rolled out to all 6000+ highway employees statewide on April 1. It is available in over 400 different buildings in all areas of the state. He introduced Bob Myers who has been a partner in developing this system. It has been in preparation for a little over a year. We are using the remote network dial up system using the statewide 800 dial up service. Bob explained the system and provided a demonstration of the system and outlined its capabilities. He fielded questions on the new system.

ACTION REQUIRED: None.

REPORT OF PLANNED/ACTIVE BIDS

Rex Peterson reported the Health Department will be opening bids shortly on a Library Information Management System.

REVIEW OF ACTION ITEMS

Mike reported since Gerry was not present to report on the University consolidation proposal, he would briefly report. John Backes has been in contact with the University and they have an immediate need and are presently updating their system. He indicated since we are in the middle of several consolidation proposals, it would be 1-2 years before any consolidation could take place. We will be holding further discussions. The next meeting is scheduled for August.

FOCUS - Mike reported he is scheduling a meeting to resolve this issue.

OPEN DISCUSSION

Mike warned the group that we have a number of head hunters approaching personnel here in state government looking for people, especially with COBOL background. They are using a number of different approaches. He indicated salaries for people with COBOL experience are raising very rapidly. He indicated this could be also be a threat to our Year 2000 conversion contract.

Joyce mentioned she would like to know what the feeling is of some of the other agencies relating to a rumor regarding a salary change on August 1. In merit agencies, positions are moved up one salary range, i.e. change from Range 10 to Range 11. This is a form of repositioning without providing money for salary increases. She queried a number of the agencies present and none indicated any salary increases were in the works for August. It became apparent that the comments were strictly rumors and there were no plans or money for increases.

Mike also mentioned a new company is locating in Jefferson City with one primary mission in mind, that is to hire COBOL programmers. They also met with the Chamber of Commerce last week. Since SAM II will affect every agency in government, a suggestion was made to add the SAMII project as a regular topic on the agenda for future ITAB meetings.

The Novell license agreement has been signed.

Mike reported on the Lotus and Microsoft pieces. We presently have an MLA agreement. As their contracts expire, he wants to move these into the Prime Vendor contract. We may have a potential problem in that state government is required to do business with minority enterprises. Prime vendor does not lend itself to this. We are trying to get Prime vendor to partner with one or more of these small companies.

NEXT MEETING:

1. The next ITAB Meeting is scheduled for Wednesday, August 27, 1997, at 8:45 a.m. in Room 750 of the Truman Building. Please note the location and time change. A tour of the Consolidated Data Center will begin at 8:30 a.m., followed by the Governor attending the opening session of the ITAB meeting at approximately 8:45 a.m.

Lew Davison

Chairman